

**MINUTES**  
**VILLAGE OF LAKE PARK COUNCIL MEETING**  
**3801 LAKE PARK ROAD, LAKE PARK, NC**  
**REGULAR SESSION**  
**7 PM**

**MAY 8, 2018**

**ATTENDING:** Mayor David Cleveland  
Council Members: John Barnes, Kristen Bowman, James Record and Fabian Szarko  
Finance Officer Cheryl Bennett  
Village Administrator Cheri Clark  
Attorney Ken Swain

**CALL TO ORDER:** Mayor David Cleveland called the May 8, 2018 Regular Session Council meeting to order.

**INVOCATION:** Councilwoman Kristen Bowman gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor David Cleveland led the Pledge of Allegiance.

**PUBLIC COMMENT:** James McCray – 7309 Conifer Circle – requested that the 3 citations that he has received for parking on the grass be dismissed stating that the citations are ridiculous. Mayor David Cleveland explained that parking on the grass in an alley is against the Village of Lake Park's Parking Ordinance Section 1-5.

**APPROVAL OF MINUTES:** James Record made the motion to approve the April 10, 2018 Regular Session Council Minutes and the April 24, 2018 Budget Workshop Minutes as presented. John Barnes seconded the motion. Vote – Unanimous. Kristen Bowman made the motion to approve the April 24, 2018 Closed Session Minutes as presented. Fabian Szarko seconded the motion. Vote – Unanimous.

**CHANGES TO THE AGENDA:** John Barnes made the motion to adopt the May 8, 2018 Council Meeting Agenda as presented. James Record seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Deputy Rucker shared that there were 70 calls for service in April and 417 self-initiated calls. There were 11 alarm calls, 3 suspicious vehicle, 11 improperly parked vehicles and 31 traffic stops.

Mayor David Cleveland shared that the Consultant for the Hemby Bridge Fire Department, Stallings Fire Department and Baker Fire Department will be presenting their findings at the Indian Trail Town Hall on June 18<sup>th</sup> at 7:30.

**VOLP FIVE YEAR DEVELOPMENT PLAN:** Mayor David Cleveland shared that the Safety Committee would like to fund a Radar Speed Limit Sign in the 2018 – 2019 Budget. The sign would provide both information concerning vehicles speeds and provide information to determine potential speed bump and stop sign needs.

**ECONOMIC DEVELOPMENT COMMISSION:** Mayor David Cleveland shared that Council has discussed dissolving the EDC due to the lack of participation from the business community, the lack of EDC quorums and the lack of ability to bring businesses into the Village. Kristen Bowman made the motion to dissolve the Economic Development Commission. James Record seconded the motion. Vote – Unanimous.

**COMMUNICATION:** Council reviewed the resolution to establish the Communication Commission. John Barnes made the motion to approve the establishment of the Communication Commission. Kristen Bowman seconded the motion. Vote – Unanimous. Mayor David Cleveland requested that Kristen Bowman chair the Communication Commission.

## **VILLAGE OF LAKE PARK RESOLUTION TO ESTABLISH COMMUNICATION COMMISSION**

**WHEREAS,** The Village of Lake Park, North Carolina seeks to provide open communications with its residents, businesses, schools and churches, and

**WHEREAS,** The Village of Lake Park, North Carolina has been granted various powers and authority pursuant to applicable law to create advisory committees related to its community to include efforts to create effective communications with and on behalf of its citizens, and

**WHEREAS,** The Village of Lake Park, North Carolina intends to explore the available and various opportunities, programs and mechanisms related to effective communications with and on behalf of its citizens.

**NOW THEREFORE, BE IT RESOLVED** that the Village of Lake Park, pursuant to its municipal authority and other applicable law, hereby creates and establishes a perpetual standing commission known as the Village of Lake Park Communications Commission, and

**BE IT FURTHER RESOLVED** that the Commission shall be charged with the investigation and review of all available communication opportunities, programs, mechanisms and other similar activities appropriate for the Village of Lake Park and its citizens to include the provision of advice and the making of recommendations to the Village Council concerning any such, and



**BE IT FURTHER RESOLVED** that the Commission shall be granted a line item budget amount in the annual budget for the purposes of following through with the provisions of this resolution, and

**BE IT FURTHER RESOLVED** that the Commission shall consist of three to five members with at least one but no more than two members coming from the elected Council of the Village of Lake Park. The non-council members shall serve for a term of two years and any appointed Council member on the Commission shall serve until their term of office expires or a new Commission member is appointed in their place. All non-council members shall be appointed by virtue of nomination and majority vote by the Village Council. Each meeting shall prepare minutes from said meetings for inclusion in the public record, and

**BE IT FURTHER RESOLVED** that the Commission shall meet at least on a quarterly basis and all meetings shall be open to the public pursuant to state law.

This the \_\_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
David A. Cleveland, Mayor

\_\_\_\_\_  
Cheri S. Clark, Village Clerk

**STORMWATER:** Cheri Clark shared that the Village has received two quotes to address the erosion issues at the front entrance pond. Lucas Lawn and Landscaping - \$42,390 and Foster Lake & Pond Management - \$41,823.88. Both quotes are for 240 tons of river rock. The Village has used both vendors for years and they are both qualified to address the stormwater issues at the front entrance. James Record shared that based upon the amount of work that the Village has outstanding with Lucas Landscaping, he would like to see the Village use Foster Lake & Pond. Mayor David Cleveland and Cheri Clark have not had a chance to review a Foster Lake & Pond renovation project. There is one on Twelve Mile Creek in Weddington. James Record made a motion to appropriate up to \$45,000 from Stormwater to Stormwater Repairs & Maintenance Services. Kristen Bowman seconded the motion. Under discussion John Barnes amended the motion to appropriate \$34,512 from the Stormwater Fund Balance to Stormwater Repairs & Maintenance Services. Fabian Szarko seconded the motion. Vote – Unanimous. Mayor David Cleveland then requested a vote on the original motion to approve the Front Entrance renovations. Vote – Unanimous.

The Village has received three bids to repair the Sages Pond outlet structure. Foster Lake and Pond – repair to the structure - \$900. Patchman – lower the pond – temporary barrier to prevent water infiltration – remove all existing CMU block and stone to start from a level base - \$2,100. GNC Masonry – repair existing wall - \$950. Repair the wall and past patched work, drilling in re-bar and building an eight inch wall behind the old wall - \$2,250. James Record made a motion to move \$5,000 from Stormwater Engineering to Stormwater Repair. Kristen Bowman seconded the motion. Vote – Unanimous. Fabian Szarko made a motion to

approve the GNC Masonry bid to repair the Sages Pond outlet structure - \$2,250. John Barnes seconded the motion. Vote – Unanimous.

**PARKS AND RECREATION:** James Record shared that the Azalea Park Playground renovations are scheduled to be completed in the next two weeks. New Playground mulch has already been installed at the Veterans Park Playgrounds. The spring flowers have been planted and Lucas Landscaping will be installing 30 more yards of mulch in the Village. The Community Center is being painted this weekend. Patchman has completed all the masonry repairs in the Village.

Union County Public Works has repaired the manhole in the Denise Drive cul-de-sac. Lucas Landscaping will be refurbishing the Denise Drive and Mayhurst Drive cul-de-sacs.

Pool Membership sales are going well. As of today, 150 memberships have been sold. The pools have been permitted for the 2018 pool season by Union County Environmental Health. Swim Team starts on May 14<sup>th</sup>. John Barnes discussed the new Union County lighting requirements for night swimming. The light tower will have to be inspected prior to each meet. Swim Team is a wonderful program for the Village and provides a unique opportunity to showcase the Village.

Lake Charles Pier was vandalized. The graffiti was difficult to remove and will also need to be pressure washed.

The Clean Sweep Event went great. There were 25 volunteers that cleaned common areas and painted 10 fire hydrants. The event was well organized and a good opportunity to make a difference in the community.

The Memorial Day Ceremony is Monday, May 28<sup>th</sup> at 11 am. Banners will be placed in the community advertising the event and the ceremony will be advertised in the local papers and on social media.

**FINANCE OFFICER'S REPORT:** Cheryl Bennett shared that the current budget year is on track.

	Apr 18	Jul '17 - Apr 18	YTD Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Property Taxes</b>				
Ad valorem current year	930.26	547,566.59	545,742.00	100%
Utility ad valorem	0.00	6,905.86	6,307.00	109%
Motor vehicle tax	7,387.36	61,075.04	78,389.00	78%
Ad valorem prior years	0.00	2,283.20	3,000.00	76%
Prior years motor vehicle tax	0.00	0.00	0.00	0%
Penalties and interest	185.70	2,052.05	2,500.00	82%

<b>Total Property Taxes</b>	8,503.32	619,882.74	635,938.00	97%
<b>Other Taxes</b>				
<b>Stormwater Fees- current year</b>	60.00	43,500.00	42,830.00	102%
<b>Stormwater fees - prior years</b>	0.00	210.00	250.00	84%
<b>Total Other Taxes</b>	60.00	43,710.00	43,080.00	101%
<b>State Shared Revenues</b>				
<b>Alcoholic Beverage Tax</b>	0.00	0.00	6,500.00	0%
<b>Sales and use tax</b>	14,897.08	119,234.68	187,000.00	64%
<b>Telecom. Sales Tax</b>	0.00	952.89	2,000.00	48%
<b>Elec. Sales Tax</b>	0.00	46,676.83	100,000.00	47%
<b>Video Prog. Sales Tax</b>	0.00	10,133.82	20,500.00	49%
<b>Piped Gas Sales Tax</b>	0.00	4,249.93	7,000.00	61%
<b>Solid Waste Disposal Tax</b>	0.00	1,876.18	3,300.00	57%
<b>Total State Shared Revenues</b>	14,897.08	183,124.33	326,300.00	56%
<b>Parks &amp; Recreation Revenue</b>				
<b>Program Fees</b>	304.00	1,252.00	1,500.00	83%
<b>Facility Rentals</b>	530.00	3,790.00	2,500.00	152%
<b>Daily swim fees</b>	35.00	11,534.00	12,000.00	96%
<b>Season pass pool fees</b>	10,330.00	12,445.00	50,000.00	25%
<b>Total Parks &amp; Recreation Revenue</b>	11,199.00	29,021.00	66,000.00	44%
<b>Other revenues</b>				
<b>Zoning Permits</b>	50.00	1,381.00	1,000.00	138%
<b>Approp. Fund Bal. Stormwater</b>	0.00	0.00	35,725.00	0%
<b>Approp. Fund Balance</b>	0.00	0.00	91,521.00	0%
<b>Civil Penalties</b>	0.00	780.00	300.00	260%
<b>Investment revenue</b>	598.98	4,051.16	1,500.00	270%
<b>Miscellaneous</b>	180.00	2,539.60	1,000.00	254%
<b>Total Other revenues</b>	828.98	8,751.76	131,046.00	7%
<b>Total Income</b>	35,488.38	884,489.83	1,202,364.00	74%
<b>Expense</b>				
<b>General Government</b>				
<b>Other Expenditures</b>				
<b>Economic Development</b>	0.00	645.62	3,300.00	20%
<b>Contingency</b>	0.00	0.00	8,285.00	0%
<b>Stormwater Expense</b>				
<b>Advertising</b>	0.00	29.39	100.00	29%
<b>Dues and Permits</b>	0.00	0.00	250.00	0%
<b>Cap.Outlay- Pet Waste Stations</b>	300.00	1,339.48	1,340.00	100%
<b>Prof. Fees - Engineering</b>	0.00	7,100.87	14,000.00	51%
<b>Repairs &amp; Maint. Services</b>	0.00	17,069.59	63,115.00	27%
<b>Total Stormwater Expense</b>	300.00	25,539.33	78,805.00	32%
<b>Total Other Expenditures</b>	300.00	26,184.95	90,390.00	29%



<b>Planning and Zoning</b>				
Zoning Admin. Services	1,057.32	10,573.20	12,688.00	83%
Code Enforcement Services	0.00	0.00	600.00	0%
Consulting Fees	0.00	2,006.00	2,200.00	91%
Legal Services	1,456.00	2,624.00	9,400.00	28%
Advertising	0.00	0.00	220.00	0%
Postage	0.00	6.70	80.00	8%
Supplies	0.00	75.47	300.00	25%
Training	0.00	0.00	800.00	0%
<b>Total Planning and Zoning</b>	<b>2,513.32</b>	<b>15,285.37</b>	<b>26,288.00</b>	<b>58%</b>
<b>Gen. Govt. Personal Services</b>				
Adm Assistant	1,349.10	7,995.60	12,600.00	63%
Clerk/Tax Collector	5,618.76	56,187.60	67,425.00	83%
Council	0.00	9,604.50	12,806.00	75%
Finance Officer	1,455.92	14,559.20	17,471.00	83%
Mayor	0.00	3,939.75	5,253.00	75%
Payroll Expenses	725.31	7,910.73	9,875.00	80%
<b>Total Gen. Govt. Personal Services</b>	<b>9,149.09</b>	<b>100,197.38</b>	<b>125,430.00</b>	<b>80%</b>
<b>Professional Fees</b>				
Engineering Fees	0.00	0.00	0.00	0%
Auditing Services	0.00	4,720.00	4,720.00	100%
Legal Services	2,240.00	8,972.50	11,000.00	82%
<b>Total Professional Fees</b>	<b>2,240.00</b>	<b>13,692.50</b>	<b>15,720.00</b>	<b>87%</b>
<b>Supplies and Materials</b>				
Office	161.13	2,722.75	6,000.00	45%
<b>Total Supplies and Materials</b>	<b>161.13</b>	<b>2,722.75</b>	<b>6,000.00</b>	<b>45%</b>
<b>Services</b>				
Advertising	0.00	256.22	300.00	85%
Membership and dues	0.00	4,921.00	5,200.00	95%
Bank charges	151.08	821.13	950.00	86%
Elections	0.00	3,046.60	3,300.00	92%
Insurance/bonds	0.00	8,513.67	8,515.00	100%
Miscellaneous oper. exp.	0.00	565.99	1,000.00	57%
Website/flyers	0.00	1,262.00	1,500.00	84%
Printing & Delivery Newsletter	170.00	1,571.60	2,400.00	65%
Postage	0.00	553.94	600.00	92%
Property Tax	0.00	231.13	500.00	46%
Strategic Planning	0.00	0.00	500.00	0%
Tax collection	447.00	1,937.82	2,500.00	78%
Telephone	537.35	4,642.07	5,200.00	89%
Training	0.00	450.00	1,200.00	38%
Travel	0.00	1,786.24	2,000.00	89%
<b>Total Services</b>	<b>1,305.43</b>	<b>30,559.41</b>	<b>35,665.00</b>	<b>86%</b>

<b>Capital Outlay</b>				
Waste Bin Screening & S/W	0.00	5,700.00	5,700.00	100%
Russell Park Sidewalk	0.00	5,540.00	5,540.00	100%
Laptop	0.00	799.99	800.00	100%
Sidewalk repairs	0.00	16,171.00	25,000.00	65%
Reserve for Capital Replacement	0.00	0.00	10,000.00	0%
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>28,210.99</b>	<b>47,040.00</b>	<b>60%</b>
<b>Total General Government</b>	<b>15,668.97</b>	<b>216,853.35</b>	<b>346,533.00</b>	<b>63%</b>
<b>Parks &amp; Recreation</b>				
<b>Parks/Rec. Supplies &amp; Materials</b>				
Flags	0.00	320.00	1,000.00	32%
Janitorial /Cleaning Supplies	0.00	27.78	250.00	11%
Food/Provisions - events	0.00	1,642.50	2,500.00	66%
Pool Supplies	0.00	2,945.38	7,000.00	42%
<b>Total Parks/Rec. Supplies &amp; Materials</b>	<b>0.00</b>	<b>4,935.66</b>	<b>10,750.00</b>	<b>46%</b>
<b>Parks/Rec Services</b>				
Pool management fee	7,677.00	25,590.00	52,430.00	49%
Pool Operations	89.70	12,062.74	17,500.00	69%
Comm. center maintenance	11,617.58	15,852.08	25,400.00	62%
Seasonal Decorations	0.00	14,578.98	14,900.00	98%
Events Services	0.00	596.44	2,400.00	25%
Water/Sewer	245.00	2,795.71	8,000.00	35%
Natural Gas	75.23	628.55	700.00	90%
<b>Total Parks/Rec Services</b>	<b>19,704.51</b>	<b>72,104.50</b>	<b>121,330.00</b>	<b>59%</b>
<b>Maintenance of Common Areas</b>				
Landscaping	10,833.33	109,832.97	148,550.00	74%
Park maintenance	500.00	16,319.39	37,425.00	44%
Pond maintenance	1,381.50	14,668.02	19,600.00	75%
Electric Maintenance	490.00	1,838.17	10,500.00	18%
Repairs of Common Areas	0.00	1,620.50	2,000.00	81%
<b>Total Maintenance of Common Areas</b>	<b>13,204.83</b>	<b>144,279.05</b>	<b>218,075.00</b>	<b>66%</b>
<b>Parks/Rec Capital Outlay</b>				
Pool Lighting	1,785.34	1,785.34	5,000.00	36%
Mathisen Square Memorial	0.00	0.00	11,460.00	0%
Benches, Tables etc.	0.00	0.00	2,000.00	0%
<b>Total Parks/Rec Capital Outlay</b>	<b>1,785.34</b>	<b>1,785.34</b>	<b>18,460.00</b>	<b>10%</b>
<b>Total Parks &amp; Recreation</b>	<b>34,694.68</b>	<b>223,104.55</b>	<b>368,615.00</b>	<b>61%</b>
<b>Public Services/Safety</b>				
Electric bills	8,670.18	86,692.89	109,600.00	79%
Street Signs	0.00	3,635.00	7,500.00	48%
Waste Collection	15,380.82	138,748.18	191,000.00	73%
Law enforcement	44,177.00	176,264.00	179,116.00	98%

Total Public Services/Safety	68,228.00	405,340.07	487,216.00	83%
Total Expense	118,591.65	845,297.97	1,202,364.00	70%
Net Ordinary Income Powell Bill	-83,103.27	39,191.86	0.00	100%
Other Income				
Interest - Powell Funds	0.00	692.91	0.00	
Powell Bill Revenue	0.00	96,066.42	96,800.00	99%
Total Other Income	0.00	96,759.33	96,800.00	100%
Other Expense				
Street Exp. - Powell Bill	0.00	17,753.50	96,800.00	18%
Total Other Expense	0.00	17,753.50	96,800.00	18%
Net Other Income	0.00	79,005.83	0.00	100%
Net Excess of Rev. over Expense	-83,103.27	118,197.69	0.00	100%

**2018 – 2019 BUDGET:** Cheryl Bennett shared that she prepared the 2018 – 2019 budget based upon the one cent tax increase discussed at the Budget Workshop. The current rate is \$0.23 and the proposed rate is \$0.24. Since the Budget Workshop, the figures for the insurance bonds for next year have been sent to the Village. There is a \$900 increase over last year. The proposed budget reflects the increase. James Record called for a Budget Public Hearing prior to the June 12<sup>th</sup> Council meeting at 7pm. John Barnes seconded the motion. Vote – Unanimous. Mayor David Cleveland shared that after the Public Hearing, in Regular Session, Council will vote on the proposed budget, the budget message and the fee schedule.

**CLOSED SESSION (G.S. 143-318.11):** John Barnes made a motion to go into Closed Session for legal advice. James Record seconded the motion. Vote – Unanimous.

Mayor David Cleveland called the Regular Session back to order. No action was taken in Closed Session.

**PUBLIC SERVICES (Street, Waste Collection & Lighting):** Mayor David Cleveland shared that he has talked to Precision Safe Sidewalk concerning the sidewalks in Lake Park. In addition to the sidewalk maintenance, there are panels that need to be replaced. Mayor David Cleveland requested a motion to approve up to \$5,000 for sidewalk repairs. James Record made the motion to approve up to \$5,000 for sidewalk repairs. Kristen Bowman seconded the motion. Vote – Unanimous.

**COMMUNICATION:** The deadline for articles and information for the June newsletter is Friday, May 11<sup>th</sup> at 5 p.m. Topics to be included: Waste Collection, P&R, Budget Public Hearing, Memorial Day Ceremony, upcoming events and Pool Season.

**COUNCIL COMMENTS:** Mayor David Cleveland shared that he attended a meeting at Faith United Methodist Church concerning the potential sale of 1.9 acres of church property along



Creft Circle. The church is evaluating whether or not to accept a builder's offer to build 16 single family homes on the 1.9 acres.

**ADJOURN:** Fabian Szarko made the motion to adjourn. Kristen Bowman seconded the motion. Vote – Unanimous.

Respectfully submitted,

  
Mayor David Cleveland

  
Village Administrator, Cheri Clark

